

January 26, 2022

Name

Address

City, State, ZIP

Dear Name ,

This letter is to notify you that on December 23rd, 24th, 25th, 27th, 28th, 2021 your name and level of care was inadvertently included on internal emails that were sent to an associate of Rimrock that did not necessarily have a need to know. The individual that received your information has been notified and was requested to delete the emails. The Rimrock associate that received the email is held to the same confidentiality standards as any and all Rimrock employees are.

If you have additional questions or concerns, please feel free to contact me at (406) 248-3175 ext. 403.

Sincerely,

Stacey Hindman

Director of Human Resources and Corporate Compliance

1231 N. 29th Street

Billings, Mt 59101

shindman@rimrock.org